



City of Austin - JOB DESCRIPTION



Aircraft Mechanic

FLSA:	Standard/Non-Exempt	EEO Category:	(30) Technicians
Class Code:	10376	Salary Grade:	OH2
Approved:	January 22, 2002	Last Revised:	January 24, 2008

Purpose:

Under general supervision, responsible for the service, repair, and overhaul of aircraft for the Austin Police Department's Aircraft Patrol Division of the Tactical Support Command.

Duties, Functions and Responsibilities:

Essential duties and functions, pursuant to the Americans with Disabilities Act, may include the following. Other related duties may be assigned.

1. Determines serviceability of aircraft by performing inspections. Perform scheduled and unscheduled maintenance on a variety of aircraft including helicopter, rotowing, and fixed wing aircraft using technical data, engineering, drawings, parts catalog, maintenance manuals, and service notices.
2. Diagnoses and troubleshoots systems to determine malfunctions.
3. Disassemble, repair, overhaul structure, or replace components in aircraft (i.e. main rotor blades, drive shaft, power train, tail rotor, transmission, aircraft structure, engine and electrical components, main rotor dampers, and landing gear dampers).
4. Tests and repairs airframe and fuselage components. Conduct necessary adjustments to aircraft before and after test flight procedures are performed. Rebuild damaged aircraft. Accompany pilots on test flights as needed.
5. Maintain records of repair schedules, part replacements, and routine maintenance, and file warranty claims.
6. Maintains shop tools and equipment (e.g., trailers, aircraft tug and auxiliary power unit) to ensure equipment tools are in serviceable and working condition.

Responsibilities - Supervisor and/or Leadership Exercised:

None.

Knowledge, Skills, and Abilities:

Must possess required knowledge, skills, abilities and experience and be able to explain and demonstrate, with or without reasonable accommodations, that the essential functions of the job can be performed.

- Knowledge of helicopter and fixed wing components.
- Knowledge of the section's part inventory system and the city purchasing and contract system.
- Knowledge of Austin Police Departments general orders, practice, policy, and procedure.
- Knowledge of maintenance materials, manuals, service bulletins, airworthiness directives and advisory circulates.
- Knowledge of City of Austin and aircraft maintenance safety procedures
- Skill in the use of power and hand tools.
- Skill in oral and written communication
- Ability to use tools (e.g., power shears, sheet metal cutters, rivet guns and pneumatic or electrical drills) to rebuild or replace airframe parts or components.
- Ability to operate aircraft measuring instruments.
- Ability to interpret wiring and schematic diagrams and technical instruction.

Minimum Qualifications:

- Graduation from High School or equivalent, plus four (4) years experience in helicopter and aircraft repair, including one year of Eurocopter experience.

Licenses and Certifications Required:

- F.A.A. Airframe and Power Plant (A&P) Certification.
- Valid Texas Class C Drivers License.

This description is intended to indicate the kinds of tasks and levels of work difficulty required of the position given this title and shall not be construed as declaring what the specific duties and responsibilities of any particular position shall be. It is not intended to limit or in any way modify the right of management to assign, direct and control the work of employees under supervision. The listing of duties and responsibilities shall not be held to exclude other duties not mentioned that are of similar kind or level of difficulty.